

Summary Minutes
Maricopa County Local Emergency Planning Committee (MCLEPC)

January 5, 2005

A meeting of the Maricopa County Local Emergency Planning Committee (MCLEPC) meeting was held on January 5, 2005 at the Glendale Main Library located at 5959 West Brown Street, Glendale, Arizona.

Membership Attendance

- *Members in Attendance*

Chairman Osman Aloyo, Executive Director Glenn Jones, Mike Fusco, Steve Brittle, David Jones, Tim Jones, Tim Newbill, Mary Price, Cliff Puckett, Hal Rosen, Tom Shannon, Michael Trapasso, MaryAlice Witzel, Mary Kanoon and Recording Secretary Holly Carpenter.

- *Members Absent*

Tom Abbott, Sheriff Joe Arpaio, Joseph Early, Alan Jensen, Maggie Lineback, Tom Mercy, Terry Petko, John Power, Richard Thomas, and Thomas Waldbillig.

- *Others in Attendance*

Warren Leek, Daniel Roe, Wayne Penick, Scott Meyer, Joe Bruyer, George Little, Robert Horn, Kevin Rose, Julie Tennyson, Chris Haupt, and Mary Pyle.

Call to Order

Chairman Osman Aloyo called the meeting to order at 2:20 pm with no quorum of the membership in attendance. The announcement of the quorum came at 2:45 pm with the arrival of Mike Fusco.

Introduction

The meeting began with brief introductions by the members of the committee. New committee members included Chairman Osman Aloyo, Executive Director Glenn Jones, and Recording Secretary Holly Carpenter. Chairman Aloyo welcomed everyone to the meeting.

Subcommittee Reports

- **Education Subcommittee** – Subcommittee Chair Steve Brittle announced that the subcommittee did not meet.
- **Grants Subcommittee** – Subcommittee Chair Glenn Jones reported that the LEPC had been awarded two grants from the Arizona Department of Emergency Management. One of the grants, approved for \$1,500 dollars, assists the LEPC in the purchase of a speech

light/switch, magnets (art prep and shipping included), and binders. The other grant was approved for personal protective equipment for the Harquahala Fire Department. Mr. Jones noted that the funding was originally issued to Maricopa County and was correctly re-issued to Harquahala. The grant would go towards a file system, multi-vision/multi-gas detector, confined space kits, calibration kit, internal pump, and waterproof case for the Fire Department.

- **Membership Subcommittee** – Subcommittee Chair Tim Jones stated that the committee met to discuss attendance and review applications for membership. Members with inconsistent records of attendance were contacted to see if they were still interested in maintaining their membership in the LEPC. Mr. Jones indicated that the members are still interested and would like to attend.

Mr. Jones then announced that due to changes in job function, a few members submitted letters stating that they were no longer available to sit on the committee. Mr. Tim Newbill replaces Jeff Mercy for the City of Goodyear, Mr. Jack Pike steps in for Harry Coil from the Arizona Red Cross, and Virgil Martinez steps in to replace two people, both John Power and Tom Waldbillig.

The subcommittee reviewed two applications for LEPC membership. Mr. Jones noted that Mr. Tri Trinh could not attend today's meeting due to military commitment. However, Mr. Kevin Rose was present for the review of his membership.

Mr. Jones declared that this shift in membership would be for good the committee, helping them reach a quorum.

- **Plans Subcommittee** – Chair Osman Aloyo announced the subcommittee made all of the changes to the LEPC response plan, as discussed at previous meetings. He then opened the floor for discussion of the plan. There were no questions at that time.

While waiting to establish a quorum, Mr. Tim Newbill addressed the need for quorums at each meeting. Every meeting gets documented in detail for those members who are not in attendance and items are sitting on hold unapproved for the last few months. He noted that when the committee does not have a quorum it impacts not only the other committee members but the public as well. Mr. Brittle suggested teleconferencing, somewhere in the range of once a year, as a way to get a few more people in on the committee meetings. He also stated that because the county is so large, people tend to live far away from the scheduled meeting place. Mr. Aloyo agreed that teleconferencing was a good idea but stressed developing rules of engagement to ensure it doesn't get out of hand. The focus of the discussion was on helping the committee move forward.

- **Rules Subcommittee** - Chair Mike Fusco reported that the subcommittee centered their discussion on Chairmanship. They discussed the number of committees a single person could be a part of and the number they could chair. The focus was to get every LEPC member to have committee involvement. It was proposed that a member can join a maximum of three committees but can chair no more than one.

Also reviewed was the two-year automatic rotation of the chair and vice-chair, with representation alternating back and forth between private and governmental. Mr. Fusco referenced the structure used by the AESA (Arizona Emergency Services Association) as a model for a good balance. Mr. Brittle commented that this still lacks the involvement

of community groups and is something to revisit in the future. Mr. Fusco noted his concern. Mr. Fusco also reported that one-year will be spent as a member before he or she is to be selected as vice-chair, to protect the LEPC from someone stepping in hastily with their own agenda. To ensure continuity, the member must understand the committee process and the operations of the board.

Mr. Tim Jones mentioned that section 6.1 and 6.2 contradicted one another when defining who the Chairperson shall be. Section 6.1 lacked a statement on rotation of the position from the governmental to the private sector. Mr. Fusco noted that it was just an administrative oversight that occurred. Mr. Newbill noted that it would be re-worded.

Mr. Brittle requested a motion to amend the proposed rules to allow members to attend by telephone on a once annual basis. Mr. Glenn Jones emphasized the more notice the better because scheduling of the meeting place is done far in advance. Members expressed the need to schedule locations that already have the capability. Mr. Fusco advised that the rules committee would look at the logistics including frequency of attendance by phone, possible sites, and a reasonable time range for notification, to find a workable solution to the quorum problem. Mr. Brittle withdrew his motion to amend the rules, as more time was needed for the rules subcommittee to discuss the matter.

Mr. Brittle declared the need for a space on the agenda for general discussion, for things like emergency response issues and topics that do not get discussed at subcommittee meetings. Mr. Aloyo agreed that he would be interested in discussing it further to try to address issues that do not get on the immediate agenda but he shared concerns with Tom Shannon, who asserted the need to keep control over the openness of discussion because it could create a slippery slope and be a source of confusion.

Mr. Newbill stated that the by-laws were updated to include a description of the Secretary position and current posting address information.

Approval of Minutes

A motion to approve the July and October 2004 minutes was made, seconded, and unanimously approved.

Old Business

- **Vote on By-Laws**

A motion was made to approve the discussed changes to the Rules. The motion was seconded and unanimously approved.

New Business

- **Vote on Grants Recommendations**

A motion was made to approve the Grants Recommendations. The motion was seconded and approved.

- **Vote on Plan Recommendations**

A motion was made to approve the Plan Recommendations. The motion was seconded and approved.

- **Vote on Membership Recommendations**

At Mr. Newbill's request, Mr. Kevin Rose spoke briefly before the committee took a vote. Mr. Rose works for Mesquite power, an energy company that came into existence in June of 2003. Mr. Rose indicated that Mesquite was interested in safety and community involvement. He emphasized his strengths in risk management, back ground as a chemist, and Arizona native. He advised the committee that he is flexible and has strong support from his employer. He thanked the committee for the opportunity.

Mr. Aloyo made a motion to approve the Membership Recommendations. The motion was seconded and approved.

Call to the Public

- Mr. Hal Rosen apologized for not being in attendance for most meetings. He declared that many farmers in the county don't know that they have to report to the state and county. He stated that he would like to see some form of notification, possibly in form of a letter mailed out to farmers to notify them that the rules do apply to them. As an LEPC member he felt it was important to address possible methods of outreach. Mr. Aloyo agreed and stated that part of what we approved today goes towards public education. Scott Meyer suggested contacting Yuma LEPC, who would be a valuable resource to look at because they have a good outreach program.
- Mr. Scott Meyer addressed RMP facilities. He addressed the special risk posed to the public and emphasized that the LEPC should focus planning around those facilities. He stated that just knowing where they are located, regardless of the off site response plan, should impact how the LEPC should prioritize planning.
- Mr. Steve Brittle announced his resignation as Chairman of the Education/Training Subcommittee.
- Mr. Tom Shannon wondered if the LEPC wanted to discuss a House bill to levy a charge in the form of a permit fee, against hazardous occupancies. He noted that there were plus' and minus' to the bill, and believed the LEPC should form an opinion about it as group, so that the LEPC would have a say in that piece of legislation. Mr. Roe jumped in and imparted his knowledge of the bill, called the Toxic Chemical Fire Bill. He agreed that it was something the committee should discuss and gave a history. For the fourth year the bill is being introduced by Leal Andrew-Taylor, who has held task force meetings with AZERC, Phoenix Fire and the State Fire Marshals office. The commission formed a subcommittee, but before the subcommittee could meet with Leal last year, the bill was reintroduced and failed. Mary Simmerer, the Democratic Research Analyst for Ms. Taylor, is a strong advocate of the program and a good resource to call. A lot of discussion has never taken place on bill and significant concerns exist for the program. Funding is also an issue.

In response to Mr. Rosen concerns regarding farmers (earlier in the meeting), Mr. Roe then explained that in the Gatekeeper, farms that have Extremely Hazardous Substances (EHS) are notified that they need to have a plan. He announced that a mailing will be going out to the Farm Bureau and large corporations that notifies them that under EPCRA, they must be a part of the planning process.

The Next meeting will be held April 6th, 2005 from 2-4pm at the Escalante Community Center in Tempe, AZ.

Adjournment

Chairman Aloyo adjourned the meeting at 3:05 pm.

Dated this 5th day of January 2005.

Local Emergency Planning Committee

Submitted By: _____
Holly Carpenter, Recording Secretary

Reviewed By: _____
Osman Aloyo, LEPC Chairman